



# CMR COLLEGE OF ENGINEERING & TECHNOLOGY

(AUTONOMOUS)

NAAC Accredited Institution with 'A' Grade  
Kandlakoya (V), Medchal Road, Hyderabad -501401

CMRCET/PRIN/PC/AY2015-16/CIR-1

Date: 09 MAY 2015

## CIRCULAR

All the members of publication committee of the college are hereby informed that, the committee meeting is scheduled on 14.05.2015 & the venue will be the board room at 2.30pm. All are requested to be present on time.

The Agenda of the meeting is:

- i) To review previous publications
- ii) To decide the content of publication for Magazine, Newsletter and Information Brochure.
- iii) Any other matter with the permission of the chair.

**Principal**

Copy Submitted to: (1) The Secretary Garu – For your kind information Pl.

Copy to:

1. IQAC Coordinator
2. Controller of Examinations
3. All HODS
4. Administrative Officer
5. Accounts Officer
6. Concerned Faculty
7. Students Notice Board

MINUTES OF MEETING

1. The Meeting was held on 14<sup>th</sup> May 2015 in board room at 2.30 pm.
2. The chief editor welcomed all the committee members and appreciated for content gathering for Magazine, Newsletter and Information brochure.
3. The chairman of the committee has suggested to appoint a DTP operator for editing work.
4. Chief editor has suggested to collect inspiring quotations to be printed in footer section of magazine and newsletter.
5. The report of the event organized in the college has to be gathered immediately and maintain repository as a content for print and publication.
6. The meeting was adjourned by 3.30PM

The following members attended the meeting.

S.No	Name of the Member	Designation	Position	Signature
1	Dr. M. Ramalinga Reddy	Principal	Chairman	
2	Ms.P.Alekhy	Associate professor (MBA Dept)	Convener	<i>P. Alekhy</i>
3	Ms.UshaVaidehi	Assistant Professor (MBA Dept)	Member	<i>Usha</i>
4	Ms. Fathima Mary	Assistant Professor (H&S Dept)	Member	<i>Fathima</i>
5	Mr.KSrinivasulu	Assistant Professor (Mech. Dept)	Member	<i>SRL</i>
6	Mr K Bharadwaj	Assistant Professor (ECE Dept)	Member	<i>K. Bharadwaj</i>
7	Ms.Y.Arunasahasini	Assistant Professor (ECE Dept)	Member	<i>Arunasahasini</i>
8	Mr. Ravi Kumar	Assistant Professor (CSE Dept)	Member	<i>R. Kumar</i>
9	Mr. Joel Samuel	Assistant Professor (Civil Dept)	Member	<i>Joel</i>
10	Mr. Ch Shankar Rao	Assistant Professor (EEE Dept)	Member	<i>Ch Shankar Rao</i>
11	Mr. T.Rajesh Kumar	Student (Civil Dept, 14H51A01B2)	Member	<i>T. Rajesh Kumar</i>
12	CH.Srikanth	Student (ECE Dept, 14H51A0410)	Member	<i>S. Srikanth</i>
13	B.Ashok	Student (EEE Dept, 14H51A0203)	Member	<i>Ashok</i>
14	CH.Siddarth Reddy	Student (CSE Dept, 14H51A0512)	Member	<i>S. Reddy</i>
15	G.Rahul naik	Student (CSE Dept, 13H51A0378)	Member	<i>Rahul Naik</i>
16	D.Vaishali	Student (MBA Dept, 14H51E0029)	Member	<i>D. Vaishali</i>

*P. Alekhy*  
Convener

*T. Rajesh Kumar*  
Principal

**PRINCIPAL**  
CMR COLLEGE OF ENGG. & TECH.  
Kandlakoya (V), Medchal Road,  
Hyderabad-501401.